University of Technology (Yatanarpon Cyber City)

Faculty of Information Communication Technology

Department of Information Science

Agile Based Management Information System for Central Institute of Civil Service (Upper Myanmar)

Presented by

Mg Htet Zaw Moe (6IST-22)

Ma Hnin Su Nyein (6IST-31)

Mg Kaung Htet (6IST-48)

Supervisor by

Dr. Renuu

Dr. Hnin Aye Thant

Daw San San Yu

Agile Based Management Information System for Central Institute of Civil Service (Upper Myanmar)

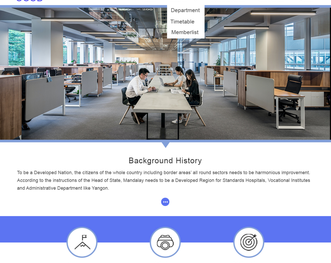
Interface Designs

Home

UCSB

Home | Course | Event & News | Conference | About

- Department
- Timetable
- Membership



Background History

To be a Developed Nation, the citizens of the whole country including border areas' all round sectors needs to be harmonious improvement. According to the instructions of the Head of State, Mandalay needs to be a Developed Region for Standards Hospitals, Vocational Institutes and Administrative Department like Yangon.

Mission

To nurture the
good service personnel who serve the interest of the people

Vision

To become an
Institute for Civil Service
which sustainability trains the politics, economics, social and managerial studies of the State.

Objective

To train and
conduct the basic course supporting for the good governance of civil servants and pre-civil servants.

Courses

To train and conduct the basic course supporting for the good .

Department

To train and conduct the basic course supporting for the good .

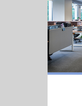
Announcement

To train and conduct the basic course supporting for the good governance.

Administrative Functions

1. **Dress Code**
   Office Uniform (Monday & Friday),formal dress (Tuesday, Wednesday & Thursday)
2. **Accommodation and Catering**
   Free of charge
3. **Health**
   Free medical care and treatment, 25 bedded hospital
4. **Recreation**
   Color Televisions Set, are available in every hostel and Library
5. **Sports**
   Football, Volley Ball, Cane ball, Tennis, and Table Tennis
6. **Transportation**
   Transportation for night pass and study tour are arranged by the Institute.
7. **Welfare**
   Grocery Store (Yaung Chi Oo), Canteens and recreation centers for welfare and refreshments are opened in the Campus.

Latest News



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Central Institute of Civil Service (Upper Myanmar)
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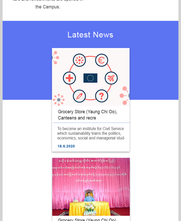

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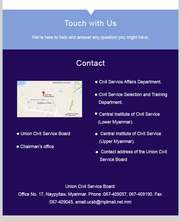

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Timetable

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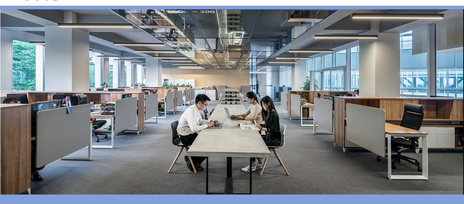
Home | Course | Event & News | Confrence | About



Weekly Timetable for Subjects

Week Number 7 of Year 2020

Monday (24-2-2020)

	Time	Subject	Location	Teaching Style	Supervisor
1	from : 08:00 to : 08:50	Individual Presentation	NaWaRet Hall	Presentation & Teaching	Central Institute of Civil Service (Upper Myanmar)
2	from : 09:00 to : 11:50	Internation Colaboration	NaWaRet Hall	Presentation & Teaching	Organization of National Law

Tuesday (25-2-2020)

	Time	Subject	Location	Teaching Style	Supervisor
1	from : 08:00 to : 08:50	Individual Presentation	NaWaRet Hall	Presentation & Teaching	Central Institute of Civil Service (Upper Myanmar)
2	from : 09:00 to : 11:50	Internation Colaboration	NaWaRet Hall	Presentation & Teaching	Organization of National Law

Wednesday (26-2-2020)

	Time	Subject	Location	Teaching Style	Supervisor
1	from : 08:00 to : 08:50	Individual Presentation	NaWaRet Hall	Presentation & Teaching	Central Institute of Civil Service (Upper Myanmar)

Thursday (27-2-2020)

	Time	Subject	Location	Teaching Style	Supervisor
1	from : 08:00 to : 08:50	Individual Presentation	NaWaRet Hall	Presentation & Teaching	Central Institute of Civil Service (Upper Myanmar)

Friday (28-2-2020)

	Time	Subject	Location	Teaching Style	Supervisor
1	from : 08:00 to : 08:50	Individual Presentation	NaWaRet Hall	Presentation & Teaching	Central Institute of Civil Service (Upper Myanmar)

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Tel: 095(02)60003, 095(02)60004/ Fax: 095(02)60007/Email: officeciscum@ucsb.gov.mm

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Week Number 7 of Year 2020

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Information for Training Courses

Diploma Course | Regular Course | Special Refresher Course

Current Training Courses

Update on: 30/6/2019

Management Course for Executive Level Officials

Batch : 5

20 Students

View Memberlist | View Timetable

Mid-Level Official Management Course, Advanced Diploma in Civil Service Management

Batch : 54 55 56

20 Students

View Memberlist | View Timetable

Basic Level Course for Clerical Staff

Batch : 5

20 Students

View Memberlist | View Timetable

Training Schedule for (2018-2019) Year

Batch No	Course	Duration	Total Trainees
54	Management Course for Executive Officers	from : 21 / 2 / 2019 to : 21 / 6 / 2019	20 Students
54 55 56	Mid-Level Official Management Course, Advanced Diploma in Civil Service Managment	from : 21 / 2 / 2019 to : 21 / 6 / 2019	20 Students
50	Management Course for Executive Officers	from : 21 / 2 / 2019 to : 21 / 6 / 2019	20 Students
54 55 56	Mid-Level Official Management Course, Advanced Diploma in Civil Service Managment	from : 21 / 2 / 2019 to : 21 / 6 / 2019	20 Students
55	Management Course for Executive Officers	from : 21 / 2 / 2019 to : 21 / 6 / 2019	20 Students
54 55	Management Course for Executive Officers	from : 21 / 2 / 2019 to : 21 / 6 / 2019	20 Students

Previous 1 2 3 4 Next

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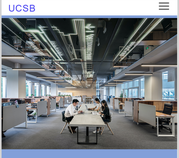

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Update on: 30/6/2019

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Batch : 54 55 56

20 Students

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Basic Level Course for Clerical Staff

Batch : 5

20 Students

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Training Schedule for (2018-2019) Year

Batch No. 54

Course: Management Course for Executive Officers

Duration: from: 21/ 2/ 2019 to : 21/ 6/ 2019

Total Trainees: 20 Students

Batch No. 54 55 56

Course: Mid-Level Official Management Course, Advanced Diploma in Civil Service Management

Duration: from: 21/ 2/ 2019 to : 21/ 6/ 2019

Total Trainees: 20 Students

Batch No. 54

Course: Management Course for Executive Officers

Duration: from: 21/ 2/ 2019 to : 21/ 6/ 2019

Total Trainees: 20 Students

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Survey

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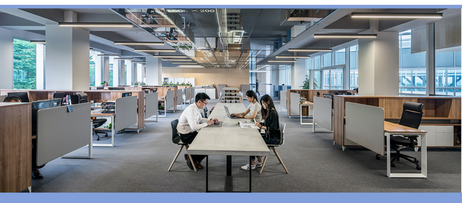
Home | Course | Event & News | Confrence | About



Survey for Subjects

From 18.6.2020 To 18.6.2020

A well thought out and well-composed survey can be a valuable way to gather customer feedback. Your email marketing mailing list offers you direct access to people who can give you first-hand accounts of just how good your customer experience and well as specific feedback on the products and services they've purchased from you.

Survey Form

	Question	Excellent	Good	Fair	Poor
1	Have you interested this subjects?	●	○	○	○
2	On a scale, where '10' means you have enjoyed this aspect the most, how would you rate the subject?	○	○	○	○
3	On a scale, where '10' means you have enjoyed this aspect the most,?	○	○	○	○
4	Have you interested this subjects?	○	○	○	○
5	On a scale, where '10' means you have enjoyed this aspect the most, how would you rate the subject?	○	○	○	○
6	On a scale, where '10' means you have enjoyed this aspect the most,?	○	○	○	○
7	Have you interested this subjects?	○	○	○	○
8	On a scale, where '10' means you have enjoyed this aspect the most, how would you rate the subject?	○	○	○	○

finish

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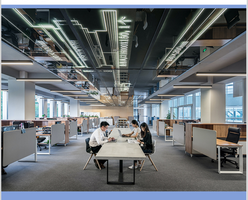

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Excellent ○ Good ○ Fair ○ Poor ○

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Academic Departments

There are seven academic departments in the Central Institute of Civil Service (Upper Myanmar):

- Department of Management Studies
- Department of Economic Studies
- Department of Political Studies
- Department of Social Science
- Department of Law
- Department of English
- Department of Information & Communication Technology

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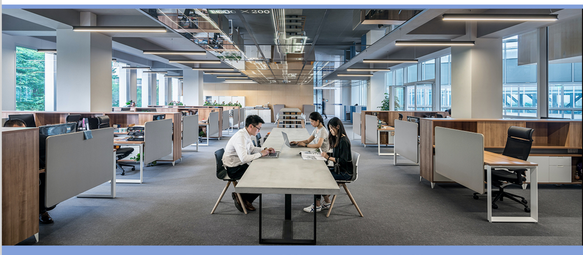

Department of Management Studies

Teaching Methods

In training for trainees, the institute performances to use the training methodologies are which lecture method (learner-central approach), discussion, group discussion, practical exam system by writing.

Subjects imparted by the department of Management Studies include:

- General Management
- Leadership
- Project Management
- Office Work
- Office Management
- Financial Regulation
- Departmental Accounting
- Natural Disaster Management
- Environmental Management, Ethics and Cooperate Social Responsibility
- Human Resource Management
- Supervision
- Service Management
- Total Quality Management
- Knowledge Management
- Learning Organization
- International Organization for Standardization – ISO
- Training and Development

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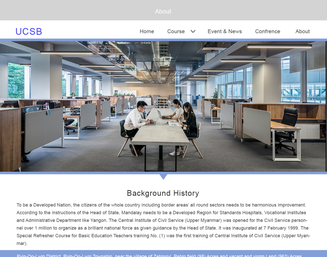

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Pyin-Oo-Lwin District, Pyin-Oo-Lwin Township, near the village of Zeilongi, Pedin field (98) Acres and vacant and virgin Land (963) Acres, total (1061) Acres are named to Institute Land to use open Central Institute of Civil Service (Upper Myanmar). According to the instructions of the President Office and Union Government Office, our institute has been opening and training to improve all the Government Staff's quality. On 9 March 2016, the notification No.977/2016 reimpowerment land (1061.60) Acres changed for State Land and remain Land (995. 10) Acres for Institute Land. Central Institute of Civil Service (Upper Myanmar) is situated in Zeilongi village, Pyin-Oo-Lwin District, Mandalay Region. It is located on Mandalay-Pyin-Oo-Lwin Road and 24 miles 5 Furlongs far from Mandalay.

With the help and support of the President's instruction (The Republic of the Union of Myanmar), the supervision of the Union of Civil Service Board, World Bank, UNDP organization, Management Course for Executive Level Officers No (1) was successfully opened on 30 June 2014.

In line with the policy which is laid down by the government of Myanmar, the new motto: "Cooperation of a Civil Service and Public Creates a Nation" has been stated in accordance with the existing law, rules and regulations (20 & 2016) to effectively implement in cooperation with the public in order to reach to the vision of the organization.

The Union Civil Service Board implemented by supporting new public service delivery which has been practised in the transformation of old public administration to the democratic new public management and new public government. And "Civil Services Academy" has been successfully opened on 2nd of January 2017. It intends to get effective training and to become good public service personnel who will enable to give a better service delivery with the sake of getting fully service to the public and holding the conception of being civil servants who will carry loads of public and who will fulfil public needs. Moreover, the first intake of "Postgraduate Diploma in Civil Service Management (PGD-CSM) had been opened. Out of six subjects taught formally, military training was withdrawn. English and IT (information & technology) were added to remaining five faculties _ management, economy, political science, social science and law, from now it amounted to seven faculties.

Since 7th of February 1999, there are three rectors who have taken the charge of Central Institute of Civil Service (Upper Myanmar). The followings are their charge of conditions in a designated period.

U Aung San Win
(from 10th December 1998 to 5th of June 2011)

U Nyi Nyi San
(from 6th of June 2011 1998 to 31st of March 2013)

U Aung Tin Soe
(from 22nd of June 2013 to 31st of March 2017)

U Nyi Nyi San
(from 1st of April 2017 to 17th of February 2019)

U Kyaw Soe
(from 18th of February 2019 to today)

Vision

- To become an institute for Civil Service which sustainability trains the politics, economics, social and managerial studies of the State
- To support the good governance
- To nurture the good service personnel who serve the interest of the people

Objectives

- To train and conduct the basic course supporting for the good governance of civil servants and pre-civil servants.
- To train sustainability the high capability course for mid-level management officers, senior level management officials and executive level management officials.
- To hold up performing the capability improving courses for civil servants, special courses and workshop by planning and supervising of Union of Civil Service Board.

Central Institute of Civil Service Logo

New Logo was used on 15 June 2016. In this new logo, book sign means seven subjects such as Political, Economic, Social Science, Management, Law, English and Information, Communication and Technology that are learnt by Civil Service trainees.

It is illustrated that the Core Values of public service _ Honesty, Integrity, Objectivity, Impartiality on the right side of the book on that new logo and the Competency Frameworks of a service person _ Ethics, Ethics, Equity, Efficiency are also illustrated on the left side of. The five human figures on that book are illustrated the Core Values and branches of studies or facilities that are training in central institutes of civil service to become honourable public services.The four-spectrums above the five human figures represent the Northern States and Regions and provide the visitors the sun ray of the dawn and then mean producing good service personnel. The circumference above the name of institute which is written in English extensively means conducting with international standard in academic training.

Location

Central Institute of Civil Service (Upper Myanmar) is situated in Zeilongi village, Pyin-Oo-Lwin Township, Mandalay Region. It is located on Mandalay-Pyin-Oo-Lwin Road and 24 miles 5 Furlongs far from Mandalay. The area occupied by the Institute is 955.10 acres.

There are the Yadanarpon Cyber City in the East, Central Institute of Fire Bridge in the North and Northwest, Police Officer Training Institute of Myanmar Police Force and Zeelongi Village in the West and Payon Village in the South and Southwest.

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- Chairman's office
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- Civil Service Selection and Training Department.
- Central Institute of Civil Service (Upper Myanmar).
- Contact address of the Union Civil Service Board

Central Institute of Civil Service (Upper Myanmar)
Tel: 095(02)00003, 095(02)00004 Fax: 095(02)00007 Email: officeofcivilcom@ucsb.gov.mm

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Background History

To be a Developed Nation, the citizens of the whole country including border areas' all round sectors needs to be harmonious improvement. According to the instructions of the Head of State, Mandalay needs to be a Developed Region for Standards Hospitals, Vocational Institutes and Administrative Department like Yangon. The Central Institute of Civil Service (Upper Myanmar) was opened for the Civil Service personnel over 1 million to organize as a brilliant national force as given guidance by the Head of State. It was inaugurated at 7 February 1999. The Special Refresher Course for Basic Education Teachers training No. (1) was the first training of Central Institute of Civil Service (Upper Myanmar).

Pyin-Oo-Lwin District, Pyin-Oo-Lwin Township, near the village of Zeilongi, Pedin field (98) Acres and vacant and virgin Land (963) Acres, total (1061) Acres are named to Institute Land to use open Central Institute of Civil Service (Upper Myanmar). According to the instructions of the President Office and Union Government Office, our institute has been opening and training to improve all the Government Staff's quality. On 9 March 2016, the notification No.977/2016 reimpowerment land (1061.60) Acres changed for State Land and remain Land (995. 10) Acres for Institute Land. Central Institute of Civil Service (Upper Myanmar) is situated in Zeilongi village, Pyin-Oo-Lwin District, Mandalay Region. It is located on Mandalay-Pyin-Oo-Lwin Road and 24 miles 5 Furlongs far from Mandalay.

With the help and support of the President's instruction (The Republic of the Union of Myanmar), the supervision of the Union of Civil Service Board, World Bank, UNDP organization, Management Course for Executive Level Officers No (1) was successfully opened on 30 June 2014.

In line with the policy which is laid down by the government of Myanmar, the new motto: "Cooperation of a Civil Service and Public Creates a Nation" has been stated in accordance with the existing law, rules and regulations (20 & 2016) to effectively implement in cooperation with the public in order to reach to the vision of the organization.

The Union Civil Service Board implemented by supporting new public service delivery which has been practised in the transformation of old public administration to the democratic new public management and new public government. And "Civil Services Academy" has been successfully opened on 2nd of January 2017. It intends to get effective training and to become good public service personnel who will enable to give a better service delivery with the sake of getting fully service to the public and holding the conception of being civil servants who will carry loads of public and who will fulfil public needs. Moreover, the first intake of "Postgraduate Diploma in Civil Service Management (PGDCSM) had been opened. Out of six subjects taught formally, military training was withdrawn. English and IT (information & technology) were added to remaining five faculties _ management, economy, political science, social science and law, from now it amounted to seven faculties.

Since 7th of February 1999, there are three rectors who have taken the charge of Central Institute of Civil Service (Upper Myanmar). The followings are their charge of conditions in a designated period.

U Aung San Win
(from 10th December 1998 to 5th of June 2011)

U Nyi Nyi San
(from 6th of June 2011 1998 to 31st of March 2013)

U Aung Tin Soe
(from 22nd of June 2013 to 31st of March 2017)

U Nyi Nyi San
(from 1st of April 2017 to 17th of February 2019)

U Kyaw Soe
(from 18th of February 2019 to today)

Vision

- To become an institute for Civil Service which sustainability trains the politics, economics, social and managerial studies of the State
- To support the good governance
- To nurture the good service personnel who serve the interest of the people

Objectives

- To train and conduct the basic course supporting for the good governance of civil servants and pre-civil servants.
- To train sustainability the high capability course for mid-level management officers, senior level management officials and executive level management officials.
- To hold up performing the capability improving courses for civil servants, special courses and workshop by planning and supervising of Union of Civil Service Board.

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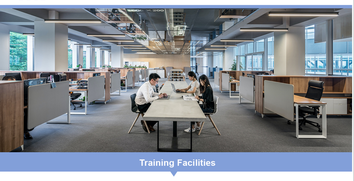
Union Civil Service Board
Office No. 17, Nay pyi taw, Myanmar. Phone: 067-409057, 067-409190. Fax: 067-409045, email:ucsb@gmail.net.mm



Training Facilities

There are one large size lecture hall (Capacity 1500 trainees each), one medium size lecture halls (Capacity 500 trainees each), one small size lecture hall (Capacity 500 trainees each) and eight Class-Rooms (Capacity 200 trainees each). One computer training building hall with two computer practicing rooms with 90 trainees have been organized. Besides a language laboratory room, with a capacity of more than 48 trainees has been set up. Computer Aided Teaching and other modern training facilities have been set up. Research and Development department and a library are well organized here.

Yadanar Hall
capacity 1500 trainees each

Nawarat Hall
capacity 500 trainees each

Padamyar Hall
capacity 500 trainees each

Computer Training Building
capacity 1500 trainees each

Computer Practicing Room

Language Laboratory Room

ClassRooms
capacity 200 trainees each

Library

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Office No. 17, Nay pyi taw, Myanmar Phone: 067-409037, 067-409190, Fax: 067-409045, email:ucsb@mptmail.net.mm

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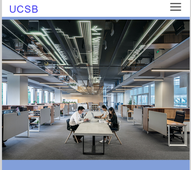

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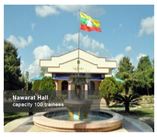

Nawarat Hall
capacity 500 trainees

Padamyar Hall
capacity 500 trainees

Computer Training Building
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Computer Practicing Room

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Thank You